

Intercollegiate Specialty Fellowship examinations: process for issuing of Diploma

STAGE 1

Result letter sent to candidate



STAGE 2

Letter sent to the four Dental Deans with a list of successful candidates.

E-mail sent to JCPTD and relevant SAC confirming successful candidates.

Letter sent to successful candidates' Postgraduate Dental Deans (PDD) to confirm passes and request confirmation of completion of training.

Letter copied to candidates' Training Programme Directors.

If no confirmation is received immediately after candidates' anticipated completion date (as stated on the application form), follow up request letter sent to PDD



STAGE 3

Confirmation letter received from PDD ¹



STAGE 4

Confirmation sent to the relevant College detailing eligible candidates who are affiliating to that College ²



STAGE 5

For RCPSG, RCS Ed and RCSI Affiliates: Diploma is prepared by the Dental Faculty, Royal College of Physicians and Surgeons of Glasgow. The Diploma is then sent to the Dental Dean at the relevant College to be signed and dated prior to presentation by the College to the candidate ³

For RCS Eng Affiliates: Diploma is prepared by the Royal College of Surgeons of England and signed and dated by the Dental Dean prior to presentation ³

Notes

- ¹ Candidates will only be eligible for award of the Diploma once confirmation has been received from the Postgraduate Dental Dean of successful completion of training. Information will not be sent to the College of affiliation until this confirmation has been received.
- ² The membership section at the relevant College will be notified of eligible candidates and will contact the candidate directly regarding presentation of the Diploma.
- ³ The date appearing on the Diploma will be the date of award **not** the date of the examination.